

TEMPORARY FOOD-SERVICE APPLICATION

Seattle-King County
Department of Public Health
Environmental Health Division

**** TYPE OR PRINT LEGIBLY**

**** DUE AT APPROPRIATE DISTRICT OFFICE AT LEAST 14 DAYS PRIOR TO EVENT**

\$115_____	6205(P/E)	Low Hazard Operation (Non-potentially hazardous foods) \$90 permit fee (Plus \$25 Plan Review Fee S601)
\$150_____	6210(P/E)	High Hazard Operation (Potentially hazardous foods) \$125 permit fee (Plus \$25 Plan Review Fee S601)
\$55_____	6215(P/E)	501(C)(3) organization, \$30 permit fee, include copy of IRS determination letter (Plus \$25 Plan Review Fee S601)
\$25 _____	6220(P/E)	Plan Review only
\$25 _____		Late Fee, application made 9-14 days prior to event only with approval of the district office
\$50 _____		Late Fee, application made 8 to 3 days prior to event only with approval of the district office (Applications received 2 days or less will not be issued a permit)
\$ _____		TOTAL PAID \$25 plan review fee is non-refundable
*School Fees: 6205(P/E) - \$70.00, 6210(P/E) - \$87.50		

For Office Use Only	
Permit No. (Svc. Req. No.)	
Inspection Code(District)	
Event Code (Fac. ID)	

1. Name of Booth:	Contact Person:
Home Address:	City: Zip: Phone: ()
2. Event:	Event Coordinator: Phone: ()
Location/Address	City: Zip:
Event Dates:	Event Hours:
Is this the first time for this event?	Will this event occur next year?

3. MENU (include beverages and all extra ingredients served with each item) and PREPARATION PROCEDURES:

a) Check which preparation procedure each menu item requires at the *RESTAURANT*:

FOOD	thaw	cut/ assemble	cook/ bake	cool	cold holding	reheat	hot holding	portion	package
1.									
2.									
3.									
4.									
5.									

b) Check which preparation procedure each item requires at the *BOOTH*:

FOOD	cold holding	cook/ grill	reheat	hot holding	assemble	other
1.						
2.						
3.						
4.						
5.						

NOTE: If your preparation procedures cannot fit these charts, please list all of the steps in preparing each menu item on a separate sheet.
Include all ingredients and condiments.

Foodform1

Revised 2.14.2000

4. If food preparation is required, list name of restaurant to be used or kitchen facility under Health Department permit.

Kitchen Name: _____ Address: _____ City: _____ Zip: _____
 Dates and Times Kitchen Used: _____

5. How will you provide temperature control for potentially hazardous foods? Circle as many as you will be using.

Foods must be 45°F or colder, or 140°F or hotter. MONITOR THEM FREQUENTLY!

Hot holding: steam table, oven, BBQ, gas grill, wok, steamers, stove, hot holding case, other (list) _____

Reheating or cooking: oven, BBQ, gas grill, wok, steamers, stove, other (list) _____

Cold holding: refrigerator, refrigerated truck, refreezable ice/cooler, dry ice/cooler, drained iced, freezer, other (list) _____

During Transport: _____

6. List personnel for the event (if you don't know who is working yet, provide a name list with Health Card numbers at the booth for the Health Officer):

NAME	HEALTH CARD #	EXP. DATE	NAME	HEALTH CARD #	EXP. DATE
1.			4.		
2.			5.		
3.			6.		

7. Describe booth:

Floor _____ Roof _____ Walls _____

Walls and ceiling must be made of wood, canvas, or other material that protects the interior of the booth from dirt and weather. Foods cannot be prepared, cooked or displayed on the front counter unless there is some means of protection from contamination. Floors must be made from a cleanable material. Booth must be large enough to accommodate all activity and food storage.

ADDITIONAL REQUIREMENTS:

- You must provide a gravity flow **handwashing facility** in your booth. This consists of an insulated container with a spigot that can lock in open position – capacity of 2 gallons or more filled with warm water 80-120°F a tub or bucket for waste water, pump soap and paper towels. You must check the handwash facilities throughout the day and refill when needed. **WASH HANDS FREQUENTLY!**
- You must provide **sanitizer solution** for wiping cloths in your booth. This solution consists of 1 teaspoon of bleach per gallon of water. (or other approved sanitizer).
- You are required to provide a **stem-type thermometer** if you serve potentially hazardous foods. Monitor temperatures frequently.
- You must provide leak-proof **garbage containers** in your booth.
- You must provide **water** that is obtained from an approved source.
- You must dispose **wastewater** in a sanitary sewer. Disposal of wastewater in storm drains or on the ground is unacceptable.
- You must provide **restrooms** for your employees. Restrooms must have handsinks with hot and cold running water. HEPATITIS A and other illnesses can be spread by food workers who don't wash their hands after using the bathroom. **WASH HANDS BEFORE RETURNING TO THE BOOTH.** (Portable toilets are not allowed, unless portable handwashing facilities with hot water, soap and paper towels are provided.)
- You must provide **dishwashing facilities** if you are preparing food at the event or if the event is more than one day. For large events the event coordinator can supply. Soap and sanitizer must also be provided.

YOUR APPLICATION MUST BE RECEIVED AT LEAST 14 DAYS PRIOR TO THE EVENT. APPLICATIONS RECEIVED LESS THAN 14 DAYS PRIOR TO THE EVENT MAY NOT BE APPROVED. IF APPROVED, MENU MAY BE RESTRICTED. ONCE THE APPLICATION IS APPROVED, NO CHANGES MAY BE MADE WITHOUT APPROVAL BY THE HEALTH OFFICER. UNAUTHORIZED CHANGES MAY BE SUBJECT TO PERMIT SUSPENSION.

Signature of Operator _____

Signature of Health Officer _____

Verified permit and operational information with _____ Date: _____

DISTRICT HEALTH CENTERS

NORTHSHORE	NORTH	ALDER SQUARE	CENTRAL
10808 NE 145 th St.	10501 Meridian Ave. N.	1404 Central Ave. S., Ste. 101	172 20 th Avenue
Bothell, WA 98011	Seattle, WA 98133	Kent, WA 98032	Seattle, WA 98122
(206) 296-9791	(206) 296-4838	(206) 296-4666	(206) 296-4632